25 June 2018

Original: English*

Twenty-eighth Meeting of Heads of National Drug Law Enforcement Agencies, Africa
Dar es Salaam, United Republic of Tanzania
17–21 September 2018

Information for participants

Meeting venue

The 28th Meeting of Heads of National Drug Law Enforcement Agencies (HONLEA), Africa will be held in Dar es Salaam, United Republic of Tanzania, from 17 to 21 September 2018, at the Julius Nyerere International Conference Centre (JNICC).

Conference registration

Registration will take place at the entrance of the Julius Nyerere International Conference Centre on **Sunday, 16 September 2018** from 10 a.m. to noon and 2 to 5 p.m. and on **Monday, 17 September 2018** between 8.30 and 10 a.m.

Participants are requested to fill in the attached registration form (Annex I) and return it to the Secretariat of the Governing Bodies, as soon as possible and **not later than 12 September 2018**, either by email: unodc-sgb@un.org, simone.rupprich@un.org, or fax: +431 26060 5885.

Opening

The meeting will start on Monday, 17 September 2018, at 10 a.m., at the Julius Nyerere International Conference Centre, Dar es Salaam.

* Available only in Arabic, English and French, which are the working languages of the subsidiary body.

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Please recycle

Meals

The Government of Tanzania will endeavour to provide lunch and coffee breaks for conference participants.

Accommodation

Participants are advised that special rates have been negotiated for the proposed hotels below and are kindly requested to reserve accommodation directly at the hotels of their choice, indicating their participation in the 28th meeting of HONLEA Africa.

Transportation will be provided to and from the Conference Centre for the suggested hotels. Should the need arise for higher number of participants staying in other hotels, a consideration will be given to providing transportation as well.

Organizers have recommended the following hotels for easy transportation to and from the Conference Centre.

1. **Heritage Motel (3 stars)**

Rate/night: US$ 61.50 (standard room)
Front Office and Marketing Executive
P.O. Box 786, Bridge/Kaluta Street
Dar es Salaam
Tel.: +255 22211 7471
Fax +255 22212 1509
Mobile: +255 787 464 683
+255 756 930 571
(0) 658 930571
Email: fo.marketing@heritagemotel.co.tz
heritagemotel@heritagemotel.co.tz
heritagemotel@calico.co.tz
Website: www.heritagemotel.co.tz

2. **Holiday Inn Hotel (4 stars)**

Rate/night: US$ 109 (standard room)
P.O. Box 3222, Azikiwe Street
Dar es Salaam
Tel.: +255 (22) 213 92250
Email: reservations@holidayinn.co.tz
Website: www.holidayinn.co.tz

3. **Harbour View Suites (4 stars)**

Rate/night: US$ 111.50 (standard room)
P.O. Box 9163, Samora Avenue
Dar es Salaam
Fax: +255 (022) 212 033
Tel.: +255 692 415 767
Email: Sales@harbourview-suites.com
Website: www.harbourview-suites.com

4. **Ramada Encore Hotel (4 stars)**

Rate/night: US$ 141.50 (standard room bed and breakfast)
P.O. Box 542, Ghana Avenue
Dar es Salaam
Tel.: + 255 22 2343434
Fax: + 255 22 2343535
Phone: + 255 688 953 080

Email: reservations@ramadaencoredar.co.tz
Website: www.ramadaencoredar.com

5. **Southern Sun Hotel (4 stars)**

Rate/night: US$ 146 (standard room)
Garden Avenue
Dar es Salaam
Tel.: +255 75770 000
Fax +255 22 313
Email: Ssdar.reservations@tsogosun.com
Website: www.tsogosun.com/southern-sun-dar-es-salaam

6. **Serena Hotels (5 stars)**

Rate/night: US$ 226.50 (standard room)
12 Ohio Street, 11101 Kivukoni
Dar es Salaam
Tel.: +255 (22) 221 2500
Fax: +255 (22) 211 3981
Mobile: 0742 - 323228
Contact Person: Mr. Jonas Peter
Email: Jpeter@serena.co.tz
Website: www.serenahotels.com/serenadaressalaam/en/default.html

7. **Hyatt Regency Dar es Salaam, The Kilimanjaro (5 stars)**

Rate/night: US$ 235 (standard room)
24, Kivukoni Front
Dar es Salaam
Tel.: +255 764 70 1234
Email: daressalaam.kilimanjaro@hyatt.com
Website: www.hyatt.com/en-US/hotel/tanzania/hyatt-regency-dar-es-salaam-the-kilimanjaro/darhr

Furthermore, please see Annex II with two additional options for accommodation (situated further away from the meeting venue).

You may contact the following for more details:

Dr. Cassian Nyandindi
Assistant Commissioner DCEA Tanzania
Email: cassian.nyandindi@dcea.go.tz
cnyandindi@gmail.com
Mobile: +255 712 404 692 (WhatsApp Available)

Mr. Gilbert Lusajo
Planning Officer DCEA
Email: lusajog@gmail.com
Mobile: +255 787 776 165 (WhatsApp Available)

Visa

All visitors to the United Republic of Tanzania are required to have visas with the following exceptions for citizens of: Antigua and Barbuda, Anguilla, Ashmore and Cartier Islands, Bahamas, Barbados, Bermuda, Belize, Brunei darussalam, British Virgin Island, British Indian Ocean Territory, Botswana, Cyprus, Cayman Island, Channel Island, Cocoas Island, Cook Island, Christmas Island, Dominica, Eswatini, Falkland Island, Gambia, Ghana, Gibraltar, Grenada, Guernsey, Guyana, Heard Island, Hong Kong, Isle of Man, Jamaica, Jersey, Kenya, Kiribati, Lesotho, Malawi, Montserrat, Malaysia, Madagascar, Malta, Mauritius, Macao, Mozambique, Nauru, Niue Island, Norfolk Island, Namibia, Papua new Guinea, Rwanda, Romania, Ross

Dependency, Samoa, Seychelles, Singapore, Solomon Island, St. Kitts and Nevis, St. Lucia, St. Vincent, St. Helena, South African Republic, Trinidad and Tobago, Turks and Caicos, Tokelan, Tonga, Tuvalu, Vanuatu, Uganda, Zambia and Zimbabwe.

There are some countries which their nationals require special clearance from the Commissioner General of Immigration or the Commissioner of Immigration (Zanzibar) prior to issuance of the visa. These countries fall under the **referral visa** category. **Applicants whose nationals fall under referral visa category are not advised to book flight tickets or make any reservations before they get their visa**. The countries which their nationals require referral visa include: Afghanistan, Azerbaijan, Bangladesh, Chad, Djibouti, Ethiopia, Eritrea, Equatorial Guinea, Kazakhstan, Kyrgyzstan Republic, Lebanon, Mali, Mauritania, Niger, Palestine, Senegal, Somalia, Sri Lanka, Somaliland, Sierra Leone, Tajikistan, Turkmenistan, Uzbekistan and Stateless persons or persons with refugee status.

Holders of diplomatic and service passports as well as United Nations Laissez-Passer will receive visas gratis. The Government of the United Republic of Tanzania is working hard to ensure that all other participants are granted gratis visas. To facilitate this process, participants are kindly requested to apply for entry visas directly to the United Republic of Tanzania Embassy/Mission authorities in their respective countries and provide all necessary details, including the letter of invitation and scanned copies of the relevant pages of passport/Biodata page.

Should the participant's country of residence not have a Tanzanian Embassy, participants are kindly requested to contact **Ms. Judica Nagunwa** (Principal Foreign Service Officer from the United Republic of Tanzania) by email at judica.nagunwa@nje.go.tz or telephone number +255 765 647 333 **before 31 August 2018** and provide all necessary details, including the letter of invitation and scanned copies of the relevant page of passport (Biodata pages) in order to obtain gratis visas.

Note

Possession of a visa for United Republic of Tanzania does not provide automatic right of entry for the holder into the country. The immigration officer at the port of entry may refuse entry to any person, if he is satisfied that such a person is unable to fulfil the immigration requirements or that such person's presence in the United Republic of Tanzania would be contrary to national interests or security.

Health

Visitors to the United Republic of Tanzania should be in possession of a valid health certificate of yellow fever. Vaccination against cholera is also required for any person who has visited or transited a cholera-infected area within six days prior to arrival in the country. A health post, to be situated at the conference venue, shall provide emergency medical services to participants/delegates attending the conference during working hours. Kindly provide details of any special ailments or allergies.

Airline reservations

A number of international airlines operate to and from Dar es Salaam. It is required that participants secure their return/onward air passage prior to their arrival in the country. There are travel agencies to assist participants with travel- and tour-related information. Participants may contact:

Mr. Gilbert Lusajo
Planning Officer DCEA
Email: lusajog@gmail.com
Mobile: +255 787 776 165 (WhatsApp Available)

Transport

Julius Nyerere International Airport (JNIA) is the largest and the busiest International Airport in the United Republic of Tanzania, located in Dar es Salaam, the largest city in the United Republic of Tanzania. JNIA is about 12 kilometres (7.5 miles) southwest of the city. The airport was formally known as Dar es Salaam International Airport (DIA) before it was renamed in 2006 in honour of Julius Kambarage Nyerere, the first President of the United Republic of Tanzania. The airport has safe flights to and from different destinations including Africa, Europe and the Middle East. Participants may wish to take this into consideration when making their hotel bookings. Hotels may provide a shuttle service to and from the airport. The Government of Tanzania is making arrangements to provide transport for participants from the airport to the hotels, and from hotels to the conference centre. For this purpose, you may contact:

Salmin Shellimoh
Assistant Commissioner DCEA
Email: sshelimoh@yahoo.com
Tel.: +255 784 318 237

If you would like to arrange transportation in Dar es Salaam, including to take you to the airport at the end of the meeting, you can charter a taxi with the assistance of your hotel staff or the Protocol Desk during conference hours. In general, prices of taxis are not fixed and are subject to negotiations.

Internet and communications services

All hotels listed are equipped with PCs connected to the Internet. Participants can also use Wi-Fi for connection to the Internet using their own Wi-Fi enabled devices. All hotels provide secretarial services as well. There will be "make-shift" secretarial services at the conference venue. Participants who encounter any problem while using these services can contact any of the Protocol officers to be designated at the conference venue.

Participants can also use the Wi-Fi in the hotels and conference venue to access their electronic devices. Please note that users are required to consult their service providers for configuration and related issues before their departure to the conference as individual support for these services and equipment cannot be provided by the Protocol Desk.

Should participants wish to use local mobile phones numbers, please be advised that all SIM cards must be registered before one can use them in the United Republic of Tanzania. You may register with your passport at the airport on arrival or at the venue of the conference, and would need dual-band, tri-band or qua-band mobile handsets [900/1800/1900] megahertz in order to use the mobile services.

Security and safety

The United Republic of Tanzania is a safe destination, however personal security is also an individual's responsibility. Using common sense and being alert can reduce risks. In this regard, the cooperation of all participants at the conference would facilitate the safety of your valuables and personal security.

Please observe the following recommendations at the conference venue:

- Display your conference badge
- For security reasons, do not leave bags and parcels unattended
- Do not bring unauthorized persons and children into the conference centre

- Take care of your valuables
- Check for your documents and items before you leave the conference venue.

When off the conference premises and in your hotels you may wish to consider the following recommendations:

- Make it a habit to lock your door when entering or leaving your room
- Before leaving, inspect your room to make sure no valuable items [money, jewellery, cameras, etc.] have been left exposed
- Deposit valuable items at the reception desk and obtain a receipt
- Do not open any unknown or suspicious mails and packages unless you are expecting them
- If you observe anything suspicious, please contact the hotel reception or security service at the hotel.

General information about the United Republic of Tanzania

The United Republic of Tanzania is the largest country in East Africa, covering 945,000 square kilometres, 60,000 of which are inland water. The United Republic of Tanzania lies south of the equator and shares borders with eight countries: Kenya and Uganda to the North; Rwanda, Burundi, the Democratic Republic of Congo, and Zambia to the West; and Malawi and Mozambique to the South. The population of Tanzania was estimated to be 52,554,628 in 2017 according to Tanzania National Bureau of Statistics (NBS).

The United Republic of Tanzania has an abundance of inland water, with several lakes and rivers. Lake Tanganyika runs along the western border and is Africa's deepest and longest freshwater lake and the world's second deepest lake. Lake Victoria, the world's second largest lake, drains into the Nile River, which flows into the Mediterranean Sea.

One of the United Republic of Tanzania's most distinctive geological features is the Great Rift Valley, which was caused by geological faulting throughout Eastern Africa and is associated with volcanic activity in the north-eastern regions of the country. Except for a narrow belt of 900 square kilometres along the coast, most of Tanzania lies 200 metres or more above sea level, and much of the country is above 1,000 metres. In the North, Mount Kilimanjaro rises to 5,895 metres — the highest point in Africa.

The United Republic of Tanzania is rich in National Parks which has the highest level of resource protection and thus conservation of eco-systems in all designated areas. There are 16 big national parks, many of which form the core of a much larger protected ecosystem, have been set aside to preserve the country's rich natural heritage, and to provide secure breeding grounds where its fauna and flora can thrive, safe from the conflicting interests of a growing human population. Just to mention a few: the beautiful Ngorongoro Crater, the largest Serengeti, Lake Manyara, Terangire, Mikumi and Selous Game Reserve.

Climate

The main climatic feature for most of the United Republic of Tanzania is a long dry spell from May to October, followed by a period of rainfall between November and May. The main rainy season is from March to May, along the coast and around Mount Kilimanjaro, with short periods of rain between October and December. In the western part of the country, around Lake Victoria, the rainfall is well distributed throughout the year, with the peak period falling between March and May.

Clothing

Tropical clothing is worn throughout the year but in the cooler season from June to September, jackets and sweaters may be needed especially in the evening.

Electricity supply

Electricity supply in the United Republic of Tanzania is 220–240 volts. Electrical sockets (outlets) in the United Republic of Tanzania are one of the two European standard electrical socket types: The "type C" Euro plug and the "Type E" and "Type F" Schuko. If your appliance's plug doesn't match the shape of these sockets, you will need a travel plug adapter in order to plug in.

Currency: Tanzanian Shilling

The currency of the United Republic of Tanzania is Tanzanian Shilling broken down into 100 cents. The exchange rate fluctuates and the services for exchange of US Dollar, British Pound Sterling (GBP) and Euro money into local currency are provided in banks as well as bureau de changes.

Contact details UNODC

For further information about the meeting, please contact the Secretariat to the Governing Bodies:

Ms. Regina Rohrbach
Secretariat Services Officer
Tel.: +43 1 26060 3998
Email: regina.rohrbach@un.org,
unodc-sgb@un.org

Ms. Simone Rupprich
Senior Meetings Services Assistant
Tel.: +43 1 26060 4057
Fax: +43 1 26060 5885
Email: simone.rupprich@un.org,
unodc-sgb@un.org

Annex I

REGISTRATION FORM/*FORMULAIRE D'ACCREDITATION*

UNITED NATIONS OFFICE ON DRUGS AND CRIME (UNODC)

TWENTY-EIGHTH MEETING OF HONLEA, AFRICA

Dar es Salaam, 17–21 September 2018

First Name/*Prénom*:	
Last Name/*Nom de Famille*:	
Head of Delegation/ *Chef de la Délégation*: □	or/*ou* Member: *Membre*: □
Members State/*Pays membre:*	
Organization/*Organisation:*	
Rank or title: *Rang ou Titre*:	
Address/*Adresse*:	
Tel.:	
Email:	
Flight Details/*Détails du vol:*	
Hotel in Dar es Salaam/ *Hôtel à Dar es Salaam*:	

Please provide, if possible, your name card. Thank you.
Si possible, veuillez bien fournir votre carte de visite. Merci.

Please send this registration form to/Veuillez envoyer le formulaire d´accréditation à:
Email: unodc-sgb@un.org, simone.rupprich@un.org, or **Fax: + 43 1 26060 5885**

Annex II

Additional accommodation

Protea Sea View Hotel

Rate/night:	US$ 145 (standard room)
Contact Person:	Fredrick Mgovano
Mobile:	+255 (0) 745 300 243
Email:	info@phcourtyard.com

Palm Beach Hotel

Rate/night:	US$ 50 (standard room)/US$85 (double room)
Contact person:	Ms. Josephine
Mobile:	+255 (0) 777899993/(0) 777333336

Peacock Hotel

Rate/night:	US$ 80 per person (bed and breakfast) with free WIFI
Contact person:	Kanju
Email:	kanju@peacock-hotel.co.tz